

**DRAFT MINUTES OF THE GARVESTONE, REYMERSTON and
THUXTON PARISH COUNCIL MEETING
HELD ON MONDAY 15th SEPTEMBER 2025 AT 7:00PM**

Councillors Present: Edward Stanford, James Smerdon (Chair) and Amanda Ward.

Members of the Public Present: 5

Clerk: Samantha Bromley

1. Apologies.

Apologies were received and accepted from Cllr G Smith & Cllr L. Sandford (alternative commitment).

2. Minutes.

The minutes of the Parish Council meeting dated Monday 21st July 2025 were approved and signed by the Chair, following a correction to the date of the meeting.

3. Declaration of Interest.

- 3.1. No pecuniary or non-pecuniary interests, on any subject on the agenda, were received.
- 3.2. No dispensation requests were received.

4. To receive updates on matters not elsewhere on the agenda.

- 4.1. It was noted that there were no further updates regarding the escaped pigs
- 4.2. It was noted that MP Dennis and Sons have been contacted to conduct their annual hedge cut. Date of work to be confirmed.
- 4.3. It was noted that the Council's Chair and Clerk will be attending a meeting with the Garvestone & Thuxton Village Hall Committee to review the Playground Inspection Report on 29th September 2025.
- 4.4. An advert will be sent to *Mid Norfolk* to promote the CPR/AED training session and gauge interest from anyone wishing to take part.

5. Correspondence.

- 5.1. Norfolk Police: Free Bystander Training available. Noted. - Clerk to add to website.
- 5.2. Breckland: Enforcement Letter - ENF/063/25 - Farm Buildings 601902 306699 North Green, Reymerston, Garvestone, Norfolk. Noted.
- 5.3. County Cllr Edward Connolly: Information. Noted. - Clerk to include on website going forward.

6. Public Participation and Reports.

- 6.1. County Cllr Edward Connolly was not present.
- 6.2. District Cllr Paul Claussen was not present. District Cllr Paul Plummer gave an update on devolution and local government reorganisation.
- 6.3. The police were not present.
- 6.4. Open forum for members of the public (maximum of 3 minutes per person).
 - 6.4.1. The Council was asked how many members it currently has, as only three were present. The Chair noted that there are seven councillor positions in total. Currently the Council has 5 members with 2 vacancies, and that the Council has received interest from a couple of individuals regarding the vacant roles.
 - 6.4.2. The buyer of the former Reymerston telephone box attended the meeting and outlined the sequence of events during its removal. He explained that after being approached by UK Power Networks on 1st July regarding cable damage, he provided

them with a full account of the incident on 11th July. Despite this, UK Power Networks maintained that he was responsible for the damage and subsequently issued a demand for payment of £674.74, with a threat of legal action if unpaid. He expressed concern that the matter had not been previously discussed or minuted by the Council and requested that the Council reimburse him for the amount being claimed. The Chair noted that he had requested copies of all related correspondence from the buyer so that legal advice could be sought before the matter is discussed by the Council.

- 6.4.3. District Councillor Paul Plummer asked for clarification on the matter. The Chair explained that the Council had sold the former Reymerston telephone box via sealed bid to the buyer present and that, during its removal, the buyer received an electric shock. The buyer interjected to clarify that he did not suffer an injury.

The Chair noted that the Wyvern Farm planning application had been refused, and the applicant has up to six months to appeal the decision. As the applicant has previously been subject to enforcement action, the authority retains the right to serve further notices if necessary. Most objections related to road suitability and the introduction of industrial activity within an agricultural community, making it unlikely that the application could be amended in a way that would gain approval.

7. Funding.

Options for potential bids under the Norfolk County Council Parish Partnership Scheme 2026/27 were discussed. The Chair explained the proposal for a SAM3 speed awareness monitor, which features two display screens — a red display indicating when a vehicle is speeding and a green display showing positive feedback for compliant speeds. With optional remote access allowing traffic data to be downloaded and analysed to assess peak speeding times, the costs were noted as £3,175 for the SAM3 unit and £1,479 for remote access. It was RESOLVED to AGREE to apply for 50/50 funding under the Parish Partnership Scheme for a SAM3. – Clerk to complete application for 50/50 funding and write to the Garvestone Trust to request a £1,000 contribution. The remaining balance to be met from Council reserves earmarked for parish improvements.

8. Open Spaces.

- 8.1. Options for a replacement noticeboard were reviewed. Option 2 was preferred but the matter was DEFERRED. – Chair to speak to a resident to see if an alternative solution can be offered. Clerk to bring further options to the next meeting.
- 8.2. The Clerk reported that County Councillor Edward Connolly had been contacted and subsequently put the Clerk in touch with the Countryside Access Officer. The Officer confirmed they would be in contact to determine the feasibility of incorporating historical footpath names onto the Council's standard timber fingerposts, including assessing appropriate size and lettering. - Clerk to follow up with the Officer. Chair to write to Cllr Connolly regarding the possibility of additional signage, including along the walk to Winburgh.
- 8.3. The Parish Council noted the installation of an additional flashing 20 mph sign on Town Lane. The Council had not been informed prior to installation. The original 20 mph sign, purchased by the Council some time ago, remains in place. There appears to have been confusion between Highways and Westcotec regarding the signage. The Chair suggested to both either replacing the existing 20mph sign with a 30mph sign or adjusting the new flashing 20 mph sign so it faces the opposite direction along Town Lane.

9. Planning Matters.

- 9.1. To consider consultee response to applications received from Breckland District Council:
- 9.1.1. PL/2025/0984/OMIN - Outline application with all matters reserved except for access for 3 no. dwellings with associated parking and garden amenity areas. - Land South off Dereham Road, Garvestone. OBJECT on the same grounds as before. The issues remain consistent with the previous objection to the five-dwelling proposal: the development would intrude into an actively farmed field, contrary to the Planning Statement, and the village lacks the infrastructure to support additional dwellings. Anglian Water has raised concerns regarding the capacity of the foul drainage system, which cannot accommodate three extra bungalows at this location. Ecological considerations remain significant, with evidence of rare bat species on the site; a full bat survey is recommended to assess potential impacts on protected wildlife.
- 9.2. To consider consultee response to any other applications received from Breckland District Council after the publication of the agenda: None.
(<http://planning.breckland.gov.uk/OcellaWeb/planningSearch>).
- 9.3. To receive notifications of decisions made by Breckland District Council:
- 9.3.1. PL/2025/1194/CLOPUD - Proposed rear extension and internal alterations - certificate of lawfulness - proposed use - Wayside Dereham Road, Garvestone, Norwich, Norfolk, NR9 4QT. GRANTED NO CONDITIONS.

10. Financial & Governance Matters.

- 10.1. It was RESOLVED to AGREE the following payments, proposed Cllr J. Smerdon, seconded Cllr A. Ward:

Payee	Description	Method	Net	VAT	Gross
Staffing	Salary/HMRC/Pension/WFHA	BACS	£682.25	£0.00	£682.25
Tesco	Mobile	DD	£11.66	£2.33	£13.99

11. Administration.

- 11.1. To review and update the Council's Risk Assessment for Parish Council Events and Volunteer Activities. DEFERRED.
- 11.2. The Council's Covid-19 Risk Assessment policy was reviewed and it was AGREED that it will remain in place and be amended to read that it will be implemented in the event of any relevant Government announcement.
- 11.3. The Council reviewed correspondence regarding the Mobile Post Office service. The Chair noted that the current mobile service had been absent on several occasions beyond those mentioned by the Area Change Manager and that, despite having contact details for both himself and the Village Hall for over a year, the Mobile Post Office Operator had continued not to notify anyone of his absences.

The Chair paused the Standing Order to confirm with a member of the Village Hall Committee that the Village Hall has the appropriate plugins for a temporary post office in the building. Once confirmation was received the Chair resumed the Standing Orders.

Having reviewed correspondence from the Mattishall Post Master, the Council agreed that setting up an outreach Post Office within the Village Hall was a positive proposal. – Clerk to contact the Area Change Manager to explore whether this is feasible.

- 11.4. To note the pros and cons of registering a custom domain for the Parish Council website and AGREE any action. DEFER till budget.

12. Members Matters.

None.

13. Items for the next meeting.

- 13.1. To consider applying for Section 106 developer contribution funding to support the purchase of new equipment for the Garvestone & Thuxton Village Hall playground.
- 13.2. To consider whether we need to keep 'Members Matters' on the agenda.

14. Next meeting of the council.

The next meeting of the Council will be held on Monday 20th October 2025 at 7:00pm in the Garvestone & Thuxton Village Hall.

It was RESOLVED to AGREE, under the Public Bodies (Admission to Meetings) Act 1960, to exclude members of the press and public for the following confidential items.

15. Staffing.

The Council considered arrangements for temporary cover during the Clerk & Responsible Financial Officer's upcoming maternity leave. It was RESOLVED to advertise for maternity cover for the position, commencing 1st January 2026 for a period of 9-10 months. The role will be offered at a rate of £16.70 per hour for 8 flexible hours per week, working from home, with a £10 monthly working from home allowance.